



2000 Forest Ridge Drive, Bedford Texas 76021
www.bedfordtx.gov (817) 952-2100

Open: April 9, 2013
Close: When Filled

JOB POSTING
Animal Control Officer
Full Time
Monthly Salary: \$2,810

JOB SUMMARY:

Enforces animal related City ordinances and provides services to protect the public's health safety and welfare by performing the following duties.

MINIMUM QUALIFICATIONS:

- Must possess a valid Texas Driver's License
- High School Diploma or GED required
- Must be 21 years of age
- Must be able to obtain Basic Animal Control Officer Certification and Euthanasia Certification within 12 months of employment
- The employee must frequently lift and/or move up to 50 pounds and occasionally assist in lifting and/or moving more than 100 pounds
- Must be able to work various shifts on various days of the week

SKILLS AND EXPERIENCE:

- Must have knowledge of the use and application of computer software relevant to this position.
- Must have ability to learn City ordinances and codes pertaining to animal control.
- Must have ability to learn basic skills in handling equipment used to capture and impound animals
- Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.
- Desired: Notary Public license.

TO APPLY:

Please fill out an application and the Application Addendum to apply. Both are available at the Law Enforcement Center at 2121 L. Don Dodson, Bedford, City Hall, 2000 Forest Ridge, Bedford, TX or on line on our web site @ www.bedfordtx.gov .

The City of Bedford is an Equal Opportunity/ Affirmative Action Employer